MASTER LICENSE SERVICE
DEPARTMENT OF LICENSING
PO BOX 9048
OLYMPIA, WA 98507-9048
Telephone: (360) 664-1400

UBI NUMBER

OWNER NAME (Please print clearly)

FIRM NAME

UNDERGROUND STORAGE TANK ADDENDUM

(For new tanks and change in ownership)

This form must accompany a Master Application.
Please type or print clearly in dark ink.

Keep a copy of the completed form and the instruction sheet for future reference.

I TANK SITE INFORMATION (See page 1and 2 of the instructions for proper codes.)

1. Tank Site Location Address:

Location Address

City | State | Zip Code | County

2a. Operator Information (if other than owner):

Name

Mailing Address

City | State | Zip Code

Phone

2b. Contact Person for site:

Name

Mailing Address

City | State | Zip Code

Phone

3. Ecology UST ID (if known)..... | | | | | | |

4. This application is for:

- ☐ A change of ownership of an existing site (complete sections I & V)
- ☐ A new facility with underground storage tanks (complete sections I, II, III, IV,& V)
- ☐ A new tank installation at existing site (complete sections I, II, III, IV & V)

5. Tank Site Use Type (NAICS Code)..... | | | | | | |

6. Financial Responsibility Limits Category..... ☐

7. Method of Compliance with Financial Responsibility Requirement..... ☐

8. Attach the appropriate proof of Financial Responsibility as described in the instructions.

9. If you would like a technical assistance inspection, please check this box..... ☐

If you need assistance through the Telecommunications Device for the Deaf, call TTY (360) 664-8885. To request this document in an alternate format for the visually impaired, call (360) 664-1400.

II INDIVIDUAL TANK INFORMATION (See pages 2 and 3 of the instructions for proper codes before completing this section.)

	First Tank			Second Tank			Third Tank			Fourth Tank			Fifth Tank		
A Tank Name															
B Installation Date	/ /			/ /			/ /			/ /			/ /		
C Tank Status															
D Tank Material															
E Tank Construction															
F1 Tank Release Detection/**Primary**															
F2 Tank Release Detection/ **Secondary** (if applicable)															
G Tank Tightness Testing															
H Tank Corrosion Protection															
I Spill Protection															
J Overfill Protection															
K Piping Material															
L Piping Construction															
M1 Piping Release Detection/**Primary**															
M2 Piping Release Detection/ **Secondary** (if applicable)															
N Piping Tightness Testing															
O Piping Corrosion Protection															
P Pumping System															
Compartments	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
Q Substance Stored															
R Substance Use															
S Compartment Capacity															

UBI #

UBI # _____

III SITE PLAN (In the space below, provide an *as built* site plan of the tank and piping installation. Include all the information requested in the instructions.)

Always contact local authorities regarding permit requirements.
You must have the installation supervisor sign the back side of this page.

UBI # _____

IV INSTALLERS CERTIFICATION

I hereby certify that the installation of the new underground tank system listed on this form was completed according to all applicable regulations, codes and standards and that a certified supervisor was on site during all required installation activities.

Signature of Certified Supervisor

Company Name

Printed name

Certification Number

Address

City State Zip Code

Phone Number (including area code)

Date Signed

V OWNER/OPERATOR AGREEMENT TO TERMS AND CONDITIONS OF UST PERMIT

Owners and operators of petroleum underground storage tanks (USTs) must:

- Maintain proof of financial responsibility for taking corrective action and compensating third parties for bodily injury and property damages caused by petroleum releases. [RCW 90.76.020(1)(g), WAC 173-360-400 through 499]
- Provide release detection for petroleum USTs that can detect a release from any part of the tank and piping; must be installed, calibrated, operated and maintained according to manufacturers' instructions; and must meet the appropriate performance requirements in WAC 173-360-345 or 355. [RCW 90.76.020(1)(d), WAC 173-360-330 through 355]
- Operate and maintain corrosion protection systems in accordance with WAC 173-360-320 for new or upgraded steel tanks and piping installed after December 22, 1988. [RCW 90.76.020(1)(a)(b), WAC 173-360-300 through 325]
- Provide for spill and overfill protection for new or unpgraded tanks installed after December 22, 1988, that are filled with more than 25 gallons at a time. [RCW 90.76.020(1)(a)(b), WAC 173-360-300 through 315]
- Report, investigate and clean up any spills and overfills in accordance with WAC 173-360-375. [RCW 90.76.020(1)(e), WAC 173-360-360 through 375, WAC 173-360-399]
- Use a certified UST supervisor to perform all UST service activities: repairs, tank installation, retrofitting, tank decommissioning, tightness testing, corrosion protection installation and testing and site assessment. [RCW 90.76.020(5), WAC 173-360-600 through 630]
- Notify Ecology of intent to install a new UST system at least 30 days, but not more than 90 days, prior to installation. [RCW 90.76.020(1)(a), WAC 173-360-200(1)]
- Permanently close a tank after it has been temporarily closed or out of service for 12 months and does not meet the performance standards for new UST systems or the upgrading requirements in WAC 173-360-310(2)(3). [RCW 90.76.020(1)(f), WAC 173-360-380 through 385]
- Notify Ecology at least 30 days before beginning either a permanent closure or a change in service. [RCW 90.76.020(1)(c), WAC 173-360-385]
- Have a certified UST supervisor conduct a site assessment at permanent closure or a change-in-service as required under WAC 173-360-385 through 395. [RCW 90.76.020 (1)(f), WAC 173-360-600 through 630]
- Do not operate an UST or accept delivery of regulated substances without a valid permit. [RCW 90.76.020(1)(c), WAC 173-360-130]
- Notify the Department of Ecology within 30 days after bringing any newly installed UST system into use. [RCW 90.76.020(1)(c), WAC 173-360-200(2)]
- Violations of these permit conditions may result in permit revocation and/or civil penalty up to $5,000 for each tank involved, for each day of the violation. [RCW 90.76.080, WAC 173-360-670, WAC 173-360-130(8)]

As the owner and/or operator of the Underground Storage Tank (UST) system described on this application, I certify that I have read and agree to abide by the foregoing terms and conditions, and that I understand that having an UST permit requires that I comply with the provisions contained in chapter 90.76 RCW, the statute governing USTs, and its implementing regulations, chapter 173-360 WAC.

Signature of Underground Storage Tank Owner

Date Signed

PRINTED Name of Person Signing Above

Instructions for Completing the Underground Storage Tank Addendum

General Information

Please refer to the Underground Storage Tank Business Bulletin included with your application packet for a description of the types of tanks that must be registered and those which are exempt from registration.

Below are the step-by-step instructions for completing the Underground Storage Tank Addendum that must be completed and returned with the Master Application.

Read the instructions carefully before answering a question. Mark your answers only on the Addendum form. All questions must be answered or your tank registration may be delayed. Please print your answers clearly in dark ink. Keep a copy of your completed Addendum, along with these instructions, in your records for future reference.

You may register all the tanks located at the same site on one application and addendum. However, you must complete a separate application and addendum for each site. You may photocopy and attach additional sheets of the Section II page (Individual Tank Information) if you need more space.

Section I: Tank Site Information

1. **Site Address**: Give the address of the physical location of the tank site (not the mailing address). You may use latitude and longitude coordinates for a remote location if there is no street address.

2a. Operator Information: Enter the name, mailing address and telephone number of the person who is responsible for the Underground Storage Tank operations, if other than the owner.

2b. Contact Person: Enter the name, mailing address and telephone number of the person designated as the Underground Storage Tank site contact person.

3. **Site Number**: List the six-digit site number issued by the Dept. of Ecology UST program.

4. **Purpose of Application**: Mark the appropriate purpose for which you are filing the application.
   - Registering as the new owner of an existing site.
   - Registering a new site that has never had tanks before.
   - Registering a new tank at an existing site.

5. **Tank Site Use Type (NAICS Code):** Below is a partial list of North American Industry Classification System (NAICS) codes. Enter the NAICS code assigned to your site. Choose the category that best describes the primary business activity performed at the tank site. If your business activity is not listed below, you can find a complete list of NAICS codes at your local library or at the website: *http://www.naics.com*

   447190 Gasoline service station
   445110 Grocery store
   611310 College/University
   921190 General Government
   922160 Government fire protection
   622110 Hospital
   713930 Marina

6. **Financial Responsibility Limits**: All owners of regulated UST's, other than state or federal government agencies, must provide proof of ability to pay costs of a release from their tanks at the liability minimums set in WAC 173-360-400 through 406. Write the number of the category that best describes your facility on the addendum form.

   1 = Non-marketing facilities with 1-100 tanks, with average monthly throughput of 10,000 gals. or less. *Requires minimum of $500,000 per occurrence with minimum of $1,000,000 annual aggregate.*

   2 = Non-marketing facilities with more than 100 tanks, with average monthly throughput of 10,000 gals. or less. *Requires minimum of $500,000 per occurrence with minimum of $2,000,000 annual aggregate.*

   3 = Marketing facilities with 1-100 tanks. *Requires minimum of $1,000,000 per occurrence with minimum of $1,000,000 annual aggregate.*

4 = Non-Marketing facilities with 1-100 tanks with an average monthly throughput of more than 10,000 gals. *Requires minimum of $1,000,000 per occurrence with minimum of $1,000,000 annual aggregate.*

5 = Marketing facilities with over 100 tanks. *Requires minimum of $1,000,000 per occurrence with minimum of $2,000,000 annual aggregate.*

6 = Non-Marketing facilities with more than 100 tanks with an average monthly throughput of more than 10,000 gal. *Requires minimum of $1,000,000 per occurrence with minimum of $2,000,000 annual aggregate.*

7 = State or Federal Government Agency presumed self-insured, no proof needed.

7. **Method of Compliance with Financial Responsibility Requirement**: Indicate which method (as defined in WAC 173-360-410) you use to meet the minimum liability limits for your facility.
   - **A** = Approved Pollution Liability Insurance
   - **B** = Letter of Self-Insurance (financial report)
   - **D** = Surety Bond
   - **E** = Letter of Credit or Trust Fund
   - **M** = State or Federal Government Agency

8. **Proof of Financial Responsibility:** For all tank owners, other than state or federal, if you are registering a new installation or a change of ownership you must attach proof of having appropriate pollution liability financial responsibility. Proof must state site address and number of tanks. Retrofit applications are not required to submit the proof.

   If using insurance, attach a Certificate of Insurance from your provider, as set forth in WAC 173-360-480, listing as the certificate holder:

   Master License Service
   PO Box 9034
   Olympia WA 98507-9034

   If you are not using liability insurance, attach a Certificate of Financial Responsibility as set forth in WAC 173-360-496.

9. **Check the box** if you would like a field inspector to conduct a technical assistance inspection.

Section II: Individual Tank Information

Answer items A through S for each tank at this site. If a tank has only one compartment, answer items Q, R, and S in the column for compartment #1; if there are multiple compartments, answer each item for each additional compartment as well. Mark all your answers on the Addendum form.

Item A. Tank Name: Enter the identification code for each tank. If the tank does not already have a particular identification, choose one for this purpose. This code is determined by the tank owner or operator and cannot be more than 12 characters in length. It may simply be "1", "2", "3", etc., or something which identifies the use of the tank, such as "diesel," "unleaded," etc. no two tanks at the same site may have the same tank name. Tank names may not be transferred to another tank at same site.

Item B. Installation Date: Give the month, day, and year when the tank was originally installed. If this date is unknown, estimate the date as closely as possible. Write the date in the following format: Month/Day/Year (e.g., 06/08/95).

Item C. Tank Status: Indicate the current operational status of the tank. Do not list any tanks exempt from the underground storage tank registration, as indicated in the section entitled Tanks Exempt From Underground Storage Tank Registration on the Underground Storage Tanks Business Bulletin.

- **A** = Operational
- **B** = Temporarily closed
- **F** = Deferred

Item D. Tank Material: Indicate the material from which the tank is constructed.

- **A** = Steel
- **B** = Coated steel
- **C** = Fiberglass reinforced plastic
- **D** = Steel clad with corrosion resistant composite
- **E** = Concrete
- **F** = Dielectric coated steel

Item E. Tank Construction: Indicate how the tank is built.

- **A** = Single wall tank
- **B** = Double wall tank
- **C** = Secondary containment

Item F1. Tank Release Detection/Primary: Indicate which primary method is used.

- **A** = Weekly manual gauging
- **B** = Manual inventory control (daily)
- **C** = Automatic tank gauging
- **D** = Vapor monitoring
- **E** = Groundwater monitoring
- **F** = Interstitial monitoring
- **G** = Statistical inventory reconciliation
- **H** = Monthly tank gauging
- **I** = Tightness test

Item F2. Tank release Detection/Secondary: Indicate which secondary method is used. Enter "not applicable" if there is no secondary method.

- **A** = Weekly manual gauging
- **B** = Manual inventory control (daily)
- **C** = Automatic tank gauging (ATG)
- **D** = Vapor monitoring
- **E** = Groundwater monitoring
- **F** = Interstitial monitoring
- **G** = Statistical inventory reconciliation
- **H** = Monthly tank gauging
- **I** = Tightness test
- **J** = Not applicable

Item G. Tank Tightness Testing: Indicate which best describes your testing schedule.

- **A** = Every 5 years
- **B** = Annual
- **D** = Part of Automatic Tank Gauging (ATG) system
- **E** = Not applicable

Item H. Tank Corrosion Protection: Indicate which best describes the tank's protection.

- **A** = Sacrificial anode
- **B** = Impressed current
- **C** = Interior lining
- **D** = Corrosion resistant
- **E** = None
- **F** = Sacrificial anode and interior lining
- **G** = Impressed current and interior lining

Item I. Spill Protection: Indicate which method is used.

- **A** = Spill bucket/spill box
- **B** = 25 gallons or less
- **C** = None

Item J. Overfill Protection: Indicate which method is used.

- **A** = Automatic shutoff (fill pipe)
- **B** = Overfill alarm
- **C** = Ball float valve (vent line)
- **D** = 25 gallons or less
- **E** = None

Item K. Piping Material: Indicate the material from which the piping is made.

- **A** = Steel
- **B** = Coated steel
- **C** = Fiberglass
- **D** = Flexible piping
- **E** = No piping attached to tank
- **F** = Copper
- **G** = PVC

Item L. Piping Construction: Indicate how piping is built.

- **A** = Single wall pipe
- **B** = Double wall pipe
- **C** = Secondary containment
- **D** = Above ground piping
- **E** = No piping attached to tank

Item M1. Piping Release Detection/Primary: Indicate the primary detection method used.

- **A** = Automatic line leak detection
- **D** = Suction
- **E** = Vapor monitoring
- **F** = Groundwater monitoring
- **G** = Interstitial monitoring (sump sensor)
- **H** = No piping attached to tank
- **I** = Statistical inventory reconciliation

Item M2. Piping Release Detection/Secondary: Indicate the secondary detection method used. Enter "not applicable" if there is no secondary detection method used.

- **A** = Automatic line leak detection
- **D** = Suction
- **E** = Vapor monitoring
- **F** = Groundwater monitoring
- **G** = Interstitial monitoring (sump sensor)
- **H** = No piping attached to tank
- **I** = Statistical Inventory Reconciliation
- **J** = Not applicable

Item N. Piping Tightness Testing: Indicate which best describes your testing schedule.

- **A** = Every 3 years (suction tank check valve)
- **B** = Annual
- **D** = No piping attached to tank
- **E** = Electronic automatic leak line detector
- **F** = Not required

Item O. Piping Corrosion Protection: Indicate which best describes the piping's protection.

- **A** = Sacrificial anode
- **B** = Impressed current
- **C** = Corrosion resistant
- **D** = None
- **F** = No piping attached to tank

Item P. Pumping System: Indicate how the stored product is moved from the tank to the dispenser.

- **A** = Pressurized system
- **B** = Suction system pump check valve
- **C** = Suction system tank check valve
- **D** = Gravity delivery system (no pump)
- **E** = Product removed by reclaimer

If the tank has only one compartment, answer the following items Q, R, and S in the column for compartment #1. If there are multiple compartments, answer each item for each additional compartment as well.

Item Q. Substance Stored: Indicate what is stored, or last known to have been stored, in the tank.

- **A** = Leaded gasoline
- **B** = Unleaded gasoline
- **C** = Alcohol blend gasoline
- **D** = Diesel
- **E** = Aviation fuel
- **F** = Kerosene
- **G** = Used oil/waste oil
- **H** = Heating fuel
- **I** = Hazardous substance
- **J** = Motor oil
- **K** = Antifreeze
- **M** = Bunker C
- **O** = Other petroleum substance

Item R. Substance Use: Indicate how the stored substance is or was used.

- **A** = Motor fuel for vehicles
- **B** = Space or process heating
- **C** = Emergency power generation
- **D** = Chemical products (not petroleum)
- **E** = Recycled (used oil)
- **F** = Heating fuel for resale
- **G** = Machinery or engine lubricant.
- **H** = Other

Item S. Compartment Capacity: Indicate the actual capacity of the compartment in gallons.

Section III: Site Plan

In the space provided, complete an *as built* site plan of the tank and piping installation. Show the nearest streets, adjacent structures and North arrow. Indicate tank and piping dimensions and distances to adjacent structures and property lines. Show the location and configuration of the completed installation. Indicate the tank name for each tank shown. The tank name must match the tank name provided in Section II, Line A.

Section IV: Installers Certification

If the tanks were installed or modified after December 29, 1990, the certified installation supervisor must sign the last page of the form.

Section V: Owner/Operator Agreement to Terms and Conditions of UST Permit

The owner registering the tanks on this application must read and agree to abide by the terms and conditions listed on the last page of the form. The owner must sign the certification statement at the end of Section V.